

A G R E E M E N T

between the

BOARD OF EDUCATION  
TOWNSHIP OF GLOUCESTER

and

GLOUCESTER TOWNSHIP  
EDUCATION ASSOCIATION

July 1, 1981 to June 30, 1984

## TABLE OF CONTENTS

<u>ARTICLE</u>	<u>PAGE</u>
I Recognition.....	1
II Negotiating Successor Agreement.....	1
III Grievance Procedure.....	3
IV Employee Rights.....	6
V Association Rights and Privileges.....	7
VI Staff Committees and Communications.....	8
VII Employee Hours and Teaching Load.....	8
VIII Class Size.....	10
IX Specialists.....	10
X Non-Teaching Duties.....	11
XI Employee Employment.....	11
XII Salaries.....	11
XIII Employee Assignment.....	13
XIV Voluntary Transfers and Reassignments.....	14
XV Involuntary Transfers and Reassignments.....	14
XVI Promotions.....	15
XVII Evening School - Summer School Home Teaching and Federal Programs.....	16
XVIII Employee Evaluation.....	17
XIX Employee Facilities.....	18
XX Employee - Administration Liaison.....	19
XXI Sick Leave.....	19
XXII Temporary Leaves of Absence.....	20
XXIII Extended Leaves of Absence.....	21
XXIV Sabbatical Leaves.....	23
XXV Substitutes.....	24
XXVI Professional Development and Educational Improvement.....	25
XXVII Protection of Employees and Property.....	25
XXVIII Maintenance of Classroom Control and Discipline.....	26
XXIX Insurance Protection.....	27
XXX Personal and Academic Freedom.....	28
XXXI Prescription and Dental Plan Program and Implementation.....	29
XXXII Management Rights Clause.....	29
XXXIII Work Continuity Clause.....	30
XXXIV Miscellaneous Provision.....	30
XXXV Duration of Agreement.....	31



## ARTICLE I

### RECOGNITION

- A. Pursuant to Chapter 303 and Chapter 123, Public Laws of New Jersey in 1968 and 1974, the Board hereby recognizes the Gloucester Township Education Association as the exclusive and sole representative for collective negotiations concerning the terms and conditions of employment for all specified certified personnel whether under contract, on leave, or employed by the Board as follows:

Classroom Teachers	Librarians	Speech Therapists
Nurses	Social Workers	Guidance Counselors
Core Leaders	Reading Teachers	Learning Disability Consultants
Head Teachers		

- B. All persons designated as managerial executives and supervisory personnel and also confidential personnel, are excluded from the coverage of this agreement. If the Board recreates subject matter teachers positions, the Board agrees to negotiate with the Association on the inclusion of such positions in the unit. In accordance with the prior agreement, the Board shall designate its managerial, supervisory and core personnel.
- C. Unless otherwise indicated, the term "employees" when used hereinafter in this agreement, shall refer to all recognized employees represented by the Association in the negotiating unit as above defined.

## ARTICLE II

### NEGOTIATING SUCCESSOR AGREEMENT

- A. The parties agree to enter into collective negotiations over a successor agreement in accordance with Chapters 303 and 123, Public Laws of 1968 and 1974 in a good-faith effort to reach agreement on all matters concerning the terms and conditions of employment of all represented personnel.
1. A proposal shall be presented to the Superintendent and Board of Education no later than one hundred and twenty (120) days preceding the required budget submission date of the Board of Education.
  2. Any agreement so negotiated shall apply to all represented personnel who are recognized in the negotiating unit.
- B. During negotiation, the Board and the Association shall present relevant data, exchange points of view and make proposals and counterproposals. The Board shall make available to the Association for inspection all pertinent records, data and information of the Gloucester Township School District. The Board shall provide the Association with a complete tentative line budget for the next fiscal year as soon as approved by the Board. All information is to be obtained through the Superintendent's office.

## ARTICLE II

### NEGOTIATING SUCCESSOR AGREEMENT

- Continued -

- C. Neither party in any negotiations shall have any control over the selection of the negotiating representatives of the other party. The parties mutually pledge that their representatives shall be clothed with all necessary power and authority to make proposals, consider proposals and make counterproposals in the course of negotiations.
  
- D.
  - 1. Representatives of the Board and the Association's negotiating committee shall meet in the months of September, March and June for the purpose of reviewing the administration of the agreement. Further, meetings may be called by mutual agreement of both parties. The meetings are not intended to bypass the grievance procedure.
  - 2. All meetings between the parties shall be regularly scheduled - whenever possible - to take place when the teachers involved are free from assigned instructional responsibilities unless otherwise agreed.
  - 3. Should a mutually acceptable amendment to this agreement be negotiated by the parties, it will be presented to the Board of Education and the Association for ratification. Upon ratification, an amendment shall be reduced to writing and made a part of this agreement.
  
- E. Except as this agreement shall hereinafter otherwise provide, all terms and conditions of employment applicable on the effective date of this agreement to employees covered by this agreement as established by the rules, regulations and/or policies of the Board in force on said date, shall continue to be so applicable during the term of this agreement. Unless otherwise provided in this agreement, nothing contained herein shall be interpreted and/or applied so as to eliminate, reduce nor otherwise detract from any recognized employee benefit existing prior to its effective date.
  
- F. The Board agrees not to negotiate concerning said employees in the negotiating unit as defined in Article I of this agreement, with any organization other than the Association for the duration of this agreement.

## ARTICLE II

### NEGOTIATING SUCCESSOR AGREEMENT

- Continued -

- G. This agreement incorporates the entire understanding of the parties on all matters which were or could have been the subject of negotiations. During the term of this agreement, neither party shall be required to negotiate with respect to any such matter whether or not within the knowledge or contemplation of either or both of the parties at the time they negotiated or executed this agreement.

## ARTICLE III

### GRIEVANCE PROCEDURE

#### A. Definitions

1. A "grievance" is an allegation by an employee or the Association that there has been a misinterpretation, misapplication or violation of any of the specific provisions of this agreement or a specific school district personnel policy.
2. An "aggrieved person" is the person or persons making the claim.
3. A "party in interest" is the person or persons making the claim and any person who might be required to take action or against whom action might be taken in order to resolve the claim.

#### B. Purpose

1. The purpose of this procedure is to secure, at the lowest possible level, equitable solutions to problems. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.
2. Nothing herein contained shall be construed as limiting the right of any employee having a grievance to discuss the matter informally with his/her immediate superior, provided the adjustment is not inconsistent with terms of this agreement.

ARTICLE III  
GRIEVANCE PROCEDURE

- Continued -

C. Procedure

1. Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement. Failure on the part of the grievant or the Association to proceed from one level to the next within the stated time limits shall be construed as an abandonment of the grievance. Failure on the Board of Education or the administration to respond within the stated time limits shall result in a determination of the grievance in favor of the aggrieved.
2. In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year and if left unresolved until the beginning of the following school year, could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or as soon thereafter as is practicable.
3. Level One  
An employee with a grievance shall first discuss it with his/her immediate superior with the objective of resolving the matter informally. A grievance must be filed within thirty-five (35) days of its occurrence or within thirty-five (35) days of the date the grievance would reasonably have been known to occur. However, if this is not resolved, the employee may request assistance from the Association to resolve his/her grievance at this level.
4. Level Two  
If the aggrieved person is not satisfied with the disposition of his/her grievance at Level One, or if no decision has been rendered within ten (10) school days after presentation of the grievance, he/she or the Association, must submit the grievance in writing within eleven (11) school days to the Superintendent of Schools.

### ARTICLE III

#### GRIEVANCE PROCEDURE

- Continued -

##### 5. Level Three

If the aggrieved person is not satisfied with the disposition of his/her grievance at Level Two, or if no decision has been rendered within fifteen (15) school days after the grievance was delivered to the Superintendent, he/she must within ten (10) school days after a decision by the Superintendent or twenty (20) school days after the grievance was delivered to the Superintendent, he/she or the Association must submit in writing the grievance to the Board of Education. The Board of Education will review the grievance in caucus with the person and/or representatives from the Association. At Level Three, following review of the grievance, the Board shall set forth in writing its decision and the reason(s) thereof within thirty-five (35) days from the date of submission of the grievance to the Board.

##### 6. Level Four

- (a) If the aggrieved person determines that the grievance is not satisfied, the grievance must be submitted to arbitration within twenty (20) school days by the aggrieved person or GTEA Committee if so requested.
- (b) Within fifteen (15) school days after such written notice or submission to arbitration, the Board and the aggrieved person and/or the GTEA Committee shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator or to obtain such a commitment within the specified period, a request for a list of arbitrators may be made to the American Arbitration Association by either party. The parties shall then be bound by the rules and procedures of the American Arbitration Association in the selection of an arbitrator.
- (c) The arbitrator so selected shall confer with the representatives of the Board and the aggrieved person and/or the GTEA Committee and hold the hearings promptly and shall issue his/her decision. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning and conclusions on the issues submitted. The arbitrator shall be without power or authority to make any decision which requires the Commission of an act prohibited by law or which is violative of terms of this agreement. The decision of the arbitrator shall be submitted to the Board, the



### ARTICLE III

#### GRIEVANCE PROCEDURE

- Continued -

aggrieved person and the Association and shall be final and binding on the parties.

- (d) The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses and the cost of hearing room shall be borne equally by the Board and the Association.

#### D. Miscellaneous

- 1. All meetings and hearings under this procedure shall not be conducted in public and shall include only such parties in interest and their designated or selected representatives.

### ARTICLE IV

#### EMPLOYEE RIGHTS

- A. As a duly elected body exercising governmental power under the law of the State of New Jersey, the Board undertakes and agrees that it shall not directly or indirectly discourage or deprive or coerce any employee in the enjoyment of any rights conferred by Chapter 303 and Chapter 123, Public Laws of 1968 and 1974 or other laws of New Jersey or the Constitution of New Jersey and the United States.
- B. No employee shall be disciplined, reprimanded, reduced in rank or compensation or deprived of any professional advantage without just cause. Any such action asserted by the Board, or any agent or representative thereof shall not be made public and shall be subject to the grievance procedure herein set forth.
- C. Whenever any employee is required to appear before the Superintendent, Board or any committee or member thereof concerning any matter which could adversely affect the continuation of that employee in his/her office, position or employment or the salary or any increments pertaining thereto, then he/she shall be given prior written notice of the reasons for such meeting or interview and shall be entitled to have a representative of the Association present to advise him/her and represent him/her during such meeting or interview.

#### ARTICLE IV

##### EMPLOYEE RIGHTS

- Continued -

- D. All professional employees shall follow the guidelines regarding curriculum, grading and promotion of students as promulgated by the Board. The teacher shall maintain the exclusive right and responsibility to determine grades and other instructional evaluations of students. No grade or instructional evaluation shall be changed until the teacher is consulted on the proposed alteration. If the evaluation is changed by an administrator without the agreement of the teacher, the administrator shall clearly identify himself/herself by placing his/her name next to that grade on all records of that grade.

#### ARTICLE V

##### ASSOCIATION RIGHTS AND PRIVILEGES

- A. The Board agrees to furnish to the Association in response to reasonable requests from time-to-time all available public information and such other information that shall assist the Association in developing intelligent, accurate, informed and constructive programs on behalf of the employees and their students, together with information which may be necessary for the Association to process any grievance or complaint.
- B. Whenever any representative of the Association or any employee is mutually scheduled by the GTEA and the Board of Education to participate during working hours in negotiations, grievance proceedings, conferences or meetings, he/she shall suffer no loss in pay.
- C. Representatives of the Association, the New Jersey Education Association, Camden County Council of Education Association, and the National Education Association shall be permitted to transact official Association business on school property, provided that this shall not interfere with or interrupt normal school operations. Said representatives shall make the principal or school office aware of their presence in the building.
- D. The Association and its representatives shall have the right to use school buildings at all reasonable hours for meetings upon application for use of buildings through the Superintendent of Schools.
- E. The Association shall have, in each school building, the exclusive use of a specified area on a bulletin board in each faculty lounge. The Association shall also be assigned adequate space on the bulletin board

## ARTICLE V

### ASSOCIATION RIGHTS AND PRIVILEGES

- Continued -

in the central office for Association notices. Copies of all materials to be posted on such bulletin boards shall be signed by an officer or senior building representative of GTEA, given to the Building Administrator, and approval shall be required.

- F. The Association shall have the right to use the inter-school communications as it deems necessary and upon approval of the Superintendent of Schools.
- G. The rights and privileges of the Association and its representatives, as set forth in this agreement, shall be granted only to the Association as the exclusive representative of the employees, and to no other employee organization.
- H. The Association shall have the right to contact the vendor to obtain expendable office supplies and other materials from the Board's suppliers at the price paid by the Board.

## ARTICLE VI

### STAFF COMMITTEES AND COMMUNICATIONS

- A. The Superintendent shall solicit the advice and recommendations of the Association in the modification or introduction of instructional and curricular programs and materials used in the school district.
- B. The Association shall establish an Instructional Development Committee.
- C. The Superintendent shall request that the Association President select a maximum of four (4) members of the Instructional Development Committee to participate in any consideration of modifications of introduction of instructional or curricular programs and materials.

## ARTICLE VII

### EMPLOYEE HOURS AND TEACHING LOAD

- A. As professionals, employees are expected to devote to their assignments the time necessary to meet their responsibilities but they shall not be required to "clock in or clock out" by hours and minutes. Employees shall indicate their presence for duty by placing their signature in the appropriate column of the faculty "sign in" roster.

ARTICLE VII

EMPLOYEE HOURS AND TEACHING LOAD

- Continued -

- B. 1. All employees shall have a duty-free continuous, uninterrupted lunch period of not less than thirty (30) minutes per day.
- 2. Employees may be absent from the building upon notifications of the office during their scheduled duty-free lunch periods.
- C. 1. Building-based employees may be required to remain after the end of the regular workday, without additional compensation for the purpose of attending faculty or other professional meetings one (1) day each month except in emergencies. Such meetings shall begin no later than five (5) minutes after the student dismissal time and shall run for no more than sixty (60) minutes. Meetings shall be increased by two per year; one in the first half of the year and one in the second half of the year. These meetings shall be entitled to indicate the purpose of educational improvement.
- 2. Teaching day shall be: seven (7) hours kindergarten through four (4), seven and one-quarter (7 1/4) hours five (5) through eight(8). The actual hourly teaching schedule will be determined on the basis of the school building that the grade level is located in.
- 3. Every effort shall be made to permit elementary school teachers to have up to one hundred (100) minutes per week preparation time. Said preparation time shall come from that period of the class day when specials, including music, art, physical education, learning center and library, is enjoyed by the classroom teacher's class. That the classroom teacher not be required to remain in the classroom during such times that her class is being covered by the teachers of the aforesaid "special" subjects. That every effort be made to schedule the preparation time pro rata on a daily basis. Upon the fourth (4th) occurrence, when the teacher does not receive the one hundred (100) minutes, the teacher shall be compensated at the rate of one four hundred and thirty-fifth (1/435) of one two hundredth (1/200) of his/her annual salary for each minute less than one hundred (100) minutes that the teacher receives in any one week. All non-pupil contact time, excluding the duty-free lunch period, will be considered preparation time. Inclement weather situations will not constitute a violation of this article.
- 4. In the years 1981-1984 there shall be no change in preparation time for school personnel.

## ARTICLE VII

### EMPLOYEE HOURS AND TEACHING LOAD

- Continued -

5. An Association representative may speak to the employees at any meetings referred to in paragraph 1 above for at least ten (10) minutes on the request of the representatives, after scheduled meeting is ended.
  6. The notice of and tentative outline of the agenda for any meetings shall be given to the employees involved at least one (1) day prior to the meeting, except in an emergency. Employees shall have the opportunity to suggest items for the agenda provided they present same one (1) day in advance of the scheduled meeting.
- D. Extra curricular assignments shall be voluntary except in cases where there are no volunteers. In these instances, the Board may assign an individual to assume these responsibilities. However, before making the assignment, the Board shall canvas the entire district for volunteers and also confer with the Association. All employees in the district shall be eligible for all positions for which they are qualified. Employees will be compensated at the rate established in Schedule B.
- E. Employee participation in field trips which extend beyond the teacher's in-school workday, and overnight or weekend trips, shall be voluntary.
- F. Employees shall receive at least twenty-four (24) hours notice prior to any change in class schedules, except in the case of an emergency.

## ARTICLE VIII

### CLASS SIZE

The Board of Education will endeavor to conform to the normal class size within the realm of economic ability, considering the recommendations of the GTEA in establishing class size.

## ARTICLE IX

### SPECIALISTS

- A. The Board of Education and GTEA recognize the fact that an adequate number of competent specialists is desirable to the operation of an effective educational program. The Board of Education will endeavor to provide qualified specialists within the realm of economic ability, considering the recommendations of the GTEA.

## ARTICLE X

### NON-TEACHING DUTIES

- A. The Board of Education and GTEA acknowledge that an employee's primary responsibility is to teach and that the employee's energies should, to the extent possible, be utilized to that end.
- B. The Principal shall survey the teachers to determine their consideration before assigning any necessary non-teaching duties.
- C. Aides are to relieve teachers of all non-educational duties being responsible directly to the building principal who will at all times give precedence to teacher requests.

## ARTICLE XI

### EMPLOYEE EMPLOYMENT

- A. 1. Each employee shall be placed on his/her proper step of the salary schedule as of the beginning of the school year in accordance with paragraph 2 below.
- 2. Initial salary upon employment will be negotiable. Employees hired off their proper step of the guide will receive double increments until they are placed on their proper step of the guide. Additional credit not to exceed four (4) years for military experience as required by the Selective Service System and credit not to exceed the minimum contract of employment for alternate civilian service (for example, Peace Corps, VISTA or National Teacher Corps) shall be given upon initial employment. As of the beginning of the school year, the aforementioned credit shall be given to any presently employed person who has not heretofore received it.
- 3. Previously accumulated unused sick leave days will be restored to all returning employees as described in A-2.
- B. Employees shall be notified of their contracts and salary status for the ensuing year no later than April 1.
- C. It is understood that specialists, e.g., speech therapists, will be hired at a rate that reflects their past teaching and clinical experience.
- D. All contractual employees shall be placed on tenure beginning with the fourth (4th) year.

## ARTICLE XII

### SALARIES

- A. 1. The salaries of all certified personnel shall be as listed in Schedule "A" which is attached hereto and made a part hereof for the 81-82 and 82-83 school years. The parties agree that

## ARTICLE XII

### SALARIES

for the school year 1983-84 an adjustment shall be made to the 11% increase indicated above as follows:

- (a) If the Consumer Price Index, for the Philadelphia/South Western region of New Jersey as prepared by the Bureau of Labor Statistics of the U.S. Department of Labor - identified as "All Urban Consumers" (CPI-U) for the period September 1982 as compared with September 1981 is more than 14.7% increase for the year then, half the increase percent shall be added to the 11% indicated above and the salary schedule for 1983-84 shall be computed based on the increased percentage using the same procedure as shown for the prior two years.
- (b) If the above CPI as computed above shows that between September 1982 and September 1981 a decrease from 10.7% to 6.7%, anything below 6.7% shall be divided in half and the 11% figure above shall be revised downward and the salary schedule for 1983-84 shall be prepared based on this percentage.

In the event of any dispute in the calculation of the salary guide for 1983-1984 computed on the C.P.I. calculation above, the parties agree to abide by the interpretation of Dr. Samuel Ranhand, the parties will seek to get an interpretation through the facilities of the American Arbitration Association.

- 2. Employees with an earned Doctorate Degree shall receive an additional amount as listed in Schedule "A", Section 1.
- B. Compensation for extra-curricular activities shall be as listed in Schedule "B" which is attached hereto and made a part hereof.
- C. Compensation for the duties of Head Teacher and Core Leader shall be as listed in Schedule "C" which is attached hereto and made a part hereof.
- D. Compensation for teachers of Special Education shall be as listed in Schedule "D" which is attached hereto and made a part hereof.
- E. Compensation for Bedside Instructors shall be as listed in Schedule "E" which is attached hereto and made a part hereof.
- F.
  - 1. Employees on a ten (10) month basis shall be paid in twenty (20) equal semi-monthly installments.
  - 2. Employees may individually elect to have ten percent (10%) of their monthly salary deducted from their salary.
  - 3. When a pay day falls on or during a school holiday, vacation or week-end, employees shall receive their pay check on the last previous working day.

## ARTICLE XII

### SALARIES

- Continued -

- G. 1. All employees shall be placed on guide as per scale. On all scales the experience factor is to be determined as follows:
- (a) Twelve (12) month employees hired between July 1 and November 30 - will receive one (1) full year credit;  
If hired between December 1 and March 31 - will receive one-half (1/2) year credit.
  - (b) Ten (10) month employees hired between September 1 and December 31 - will receive one (1) full year credit.  
If hired between January 1 and March 31 - will receive one-half (1/2) year credit.
- H. All prior experience in public school is creditable as is up to four (4) years of military service.
- I. Child Study Team members required to work extra hours will be compensated at the supplemental instruction rate provided that prior administrative approval has been given.

## ARTICLE XIII

### EMPLOYEE ASSIGNMENT

- A. 1. Any change of employment assignments shall be made in writing not later than April 1 except in cases of emergency.
2. The Board shall assign all newly-appointed personnel to their specific positions within that subject area and/or grade level for which the Board has appointed the employee. The Superintendent shall give notice of assignments to new employees as soon as practicable.
3. In the event that changes in such schedules, class and/or subject assignments, building assignments or room assignments are proposed after April 1, any employee affected shall be notified promptly in writing.
- B. In order to assure that pupils are taught by teachers working within their areas of competence, teachers shall not be assigned outside the scope of their teaching certificates and/or their major fields of study, unless an emergency situation exists and the teacher agrees to such an assignment.
- C. 1. Such employee shall be notified of any changes in their schedules as soon as practicable.



## ARTICLE XIII

### EMPLOYEE ASSIGNMENT

- Continued -

2. Employees who may be required to use their own automobiles in the performance of their duties and employees who are assigned to more than one (1) school per day shall be reimbursed for all such travel at the rate established by the Federal Government for income tax purposes for all driving done between base school and return to base school. This rate will be adjusted on July 1 of each year.

## ARTICLE XIV

### VOLUNTARY TRANSFERS AND REASSIGNMENTS

- A. 1. No later than April 30th of each school year, the Superintendent shall post in all school buildings a list of the known vacancies which shall occur during the following school year.
  2. Employees who desire a change in grade, subject or employment assignment or who desire to transfer to another building, may file a written statement of such desire with the Superintendent not later than March 1. Such statement shall include the grade and/or subject to which the employee desires to be assigned and the school or schools to which he/she desires to be transferred, in order of preference.
  3. As soon as practicable, the Superintendent shall post in each school a system-wide schedule showing the names of all teachers who have been reassigned or transferred and the nature of such reassignment or transfer.
- B. If an employee's request for transfer has been denied, a renewed or subsequent request may be made in the following school year.

## ARTICLE XV

### INVOLUNTARY TRANSFERS AND REASSIGNMENTS

- A. Notice of an involuntary transfer or reassignment shall be given to teachers as soon as practicable and except in cases of emergency, not later than April 1.
- B. When an involuntary transfer or reassignment is necessary, an employee's area of competence, major or minor field of study, and other relevant factors, including - among other things - state and/or federal law, rules, regulations or administrative directives, shall be considered in determining which employee is to be transferred or reassigned.

## ARTICLE XV

### INVOLUNTARY TRANSFERS AND REASSIGNMENTS

- Continued -

- C. An involuntary transfer or reassignment shall be made only after a meeting between the employee involved and the principal, at which time, the employee shall be notified of the reason, therefore. In the event that an employee objects to the transfer or reassignment at this meeting, upon the request of the employee, the Superintendent shall meet with him/her. The employee may, at his/her option, have an Association representative present at such meeting.
- D. A list of open positions in the school district shall be made available to all employees being involuntarily transferred or reassigned. Such employees may request the positions, in order of preference, to which they desire to be transferred. All such employees shall be given adequate time off by the Superintendent for the purpose of visiting schools at which open positions exist. A teacher being involuntarily transferred or reassigned shall be placed only in an equivalent position; i.e., one which, among other things, does not involve reduction in rank or in total compensation.

## ARTICLE XVI

### PROMOTIONS

- A. Promotional positions are defined as follows:

Positions paying a salary differential on the administrative levels of responsibility including . . . .

Core Leader

Head Teacher

shall be adequately publicized by the Superintendent in accordance with the following procedure. Positions not necessarily paying a salary differential, including specialists and/or special projects teacher, pupil personnel workers and positions in programs funded by the Federal Government shall also be adequately publicized by the Superintendent in accordance with the following procedure:

- 1. When school is in session, a notice shall be posted in each school as far in advance as practicable and no less than five (5) school days before application must be submitted. A copy of said notice shall be given to the Association at the time of posting. Employees who desire to apply for such vacancies shall submit their applications, in writing, to the Superintendent within the time limit specified in the notice, and the Superintendent shall acknowledge promptly, in writing, the receipt of all such applications.

## ARTICLE XVI

### PROMOTIONS

- Continued -

2. Employees who desire to apply for a promotional position which may be filled during the summer period when school is not regularly in session, shall submit their names to the Superintendent, together with the position(s) for which they desire to apply, and an address where they can be reached during the summer. The Superintendent shall notify such employees of any vacancy in a position for which they desire to apply. Such notice shall be sent as far in advance as practicable, no less than ten (10) days before application must be submitted. In addition, the Superintendent shall, within the same time period, post a list of promotional positions to be filled during the summer period at the administration office, in each school.
- B. The Board of Education will post notification of any position qualifications, duties and approximate rate of compensation, where applicable. The Board agrees to notify the Association of any change in those positions in advance of the change.
- C. All qualified employees shall be given the opportunity as defined herein to make application and no position shall be filled until all properly submitted applications have been considered.

The Board agrees to give due consideration to the professional background and attainments of all applicants and other relevant factors. Appointments shall be made as soon as practicable after the notice is posted in the schools or the giving of notification to the interested employees. Announcements of appointments shall be made by posting a list in the office of the central administration and in each school building. The list shall be given to the Association and shall indicate which positions have been filled and by whom.

- D. In the filling of any future openings of additional duties, the Board of Education shall determine the allocation of such position giving consideration to individual qualified persons.

## ARTICLE XVII

### EVENING SCHOOL - SUMMER SCHOOL HOME TEACHING AND FEDERAL PROGRAMS

- A. All openings for positions in the evening school, summer school, home teaching, federal projects and other programs (including non-teaching positions for which employees may be qualified and eligible) shall be adequately publicized by the Superintendent in accordance with the procedure for publicizing promotional vacancies set forth in Article XVI, Section B of this agreement. Summer school and evening school openings shall be publicized not later than the preceding April 1 or upon notification of program. Home teaching openings shall be posted as they occur.

## ARTICLE XVII

### EVENING SCHOOL - SUMMER SCHOOL HOME TEACHING AND FEDERAL PROGRAMS

- Continued -

- B. Salary shall be set when funds are made available.
- C. All of the provisions of this agreement, shall apply to employees holding positions in the evening school, summer school, home teaching and/or under federal programs, except where clearly inapplicable.

## ARTICLE XVIII

### EMPLOYEE EVALUATION

- A.
  - 1. All monitoring or observation of the work performance of a "teacher" shall be conducted openly and with full knowledge of the "teacher". The use of eavesdropping, public address, audio systems and similar surveillance devices shall be strictly prohibited.
  - 2. Employees shall be evaluated only by persons appointed by the Superintendent and certified by the New Jersey Board of Examiners to supervise instruction.
  - 3. An employee shall be given a duplicate copy of any class visit or evaluation report prepared by his/her evaluators at least (1) day before any conference to discuss it. No such report shall be submitted to the central office, placed in the employee's file or otherwise acted upon without prior conference, if requested by the principal or the employee. No employee shall be required to sign a blank or incomplete evaluation form.
- B.
  - 1. An employee shall have the right, upon written request, to review the contents of his/her personnel file and be able to copy any contents.
  - 2. No material derogatory to an employee's conduct, service, character or personality shall be placed in his/her personnel file unless the employee has had an opportunity to review the material. The employee shall acknowledge that he/she has had the opportunity to review such material by affixing his/her signature to the copy to be filed with the express understanding that such signature in no way indicates agreement with the contents thereof. The employee shall also have the right to submit a written answer to such material and his/her answer shall be reviewed by the Superintendent or his/her designee and attached to the file copy.

## ARTICLE XVIII

### EMPLOYEE EVALUATION

- Continued -

3. Although the Board agrees to protect the confidentiality of personal references, academic credentials and other similar documents, it shall not establish any separate personnel file which is not available for the employee's inspection.
- C. Any complaints regarding an employee made to any member of the administration by any parent, student or other person which are used in any manner in evaluating an employee shall be promptly investigated and called to the attention of the employee. The employee shall be given an opportunity to respond to and/or rebut such complaint, and shall have the right to be represented by the Association or anyone designated to be a representative at any meetings or conferences regarding such complaint.
- D. The evaluation process will be developed and implemented by the Administration after receiving input from the Gloucester Township Education Association. This input will be given professional consideration by the Administration prior to implementing evaluation tools and procedures. The evaluation form will be limited to a single document to be utilized in the reporting of professional observations for any academic year within the various job categories. All procedures shall be in accordance with the N.J. Administrative Code.
- E. Copies of additional evaluations of any employee after termination of his/her employment, shall be sent to the employee for the period of one (1) year.

## ARTICLE XIX

### EMPLOYEE FACILITIES

- A. The Board of Education shall continue its effort to have the schools and grounds reasonably maintained.
  1. The Board of Education will endeavor to provide an appropriately furnished room, where possible, which shall be reserved for the exclusive use of employees as a faculty lounge. Although employees shall be expected to exercise reasonable care in maintaining the appearance and cleanliness of said lounge, it shall be regularly cleaned by the school's custodial staff.

## ARTICLE XX

### EMPLOYEE - ADMINISTRATION LIAISON

- A. A Liaison Committee for each school building shall meet with the principal at least once a month, upon need, after student dismissal, to review and discuss local school problems and practices, and to play an active role in the revision or development of building policies. Said committee to be jointly selected by Administration and GTEA. An agenda shall be submitted by both parties at least one (1) day in advance.
- B.
  - 1. The Association's representatives shall meet with the Superintendent at least once a month during the school year, upon need, to review and discuss current school problems and practices and the administration of this agreement.
  - 2. Representatives will include the President of the GTEA, first Vice-President of the GTEA, three (3) building Principals' representatives (one Middle School) and three (3) building representatives from the GTEA.

## ARTICLE XXI

### SICK LEAVE

- A. As of September 1, all employees employed shall be entitled to ten (10) sick leave days each school year as of the first official day of said school year whether or not they report for duty on that day. Unused sick leave days shall be accumulated from year-to-year with no maximum limit.
- B.
  - 1. Twelve (12) month employees shall be allowed twelve (12) sick days per year.
- C.
  - 1. The need for presentation of a medical certificate after sick leave shall be at the discretion of the Superintendent.
  - 2. For a ten (10) month position, the daily rate shall be one two hundredth (1/200) of annual salary. For a twelve (12) month position, the daily rate shall be one one hundred and two hundred and forth (1/240) of annual salary.
  - 3. The Board of Education may wish to recognize faithful service of employees who may request sick leave beyond that time for which full and partial pay is allowed. In such cases, a physician's certificate will be required. The Board will consider each such request on a case by case basis.

ARTICLE XXI

SICK LEAVE

- Continued -

4. Upon retirement, termination pay is to be paid to an employee at the rate of one-half of the substitute rate multiplied by the number of accumulated sick leave days up to one-hundred days. An employee must be fifty-five years of age and have ten years of service in the district to be eligible for termination of pay. For the 83-84 school year, the 100 day maximum shall be increased to 125 days.

ARTICLE XXII

TEMPORARY LEAVES OF ABSENCE

- A. Employees shall be entitled to the following temporary non-accumulative leaves of absence with full pay each school year, except as provided in Section A-4:
  1. Each person shall be granted personal leave of no more than three (3) days per year with full pay for urgent personal reasons.
    - (a) One (1) personal day the applicant shall not be required to state the reason for taking such leave.
    - (b) One (1) personal day the applicant shall make application to the Superintendent requesting the leave.
    - (c) A third personal day will be granted for professional leave upon application and approval of the Superintendent.
    - (d) Any application for a "personal" day must be submitted two (2) days prior to the day requested, except in the event of an unforeseeable emergency.
  2. Personal days will not be granted the day before or the day after a holiday, the beginning day or ending day of school. Personal days shall not exceed 2% of the total employees on any single day.
  3. Personal leave shall not be used for purposes of pleasure, recreation or job interviews.
  4. Personal days not used during the contract year will be added to the accumulative sick leave time for the next year.
  5. Bereavement leave will be granted without deduction for up to five (5) days in a case of death within the immediate family. The immediate family shall be defined as the employee's parents, spouse, children, and other persons residing as a member of the household of the employee, also legally adopted members of the family. An allowance of up to three (3) days shall be granted to attend the funeral of any of the following: brother, sister, grandparent, grandchild, sone-in-law, daughter-in-law, mother-in-law, and father-in-law.

## ARTICLE XXII

### TEMPORARY LEAVES OF ABSENCE

- Continued -

6. In the event of a death of a professional employee or student in Gloucester Township School District, the Superintendent shall grant to an appropriate number of employees sufficient time off to attend the funeral.
7. Time necessary for persons called into temporary active duty of the United States Reserves or the State National Guard, provided such obligations cannot be fulfilled on days when school is not in session. An employee shall be paid his/her regular pay in addition to any pay which he/she received from the State or Federal government.
8. Other leaves of absence, with pay, may be granted by the Superintendent for good reasons.

## ARTICLE XXIII

### EXTENDED LEAVES OF ABSENCE

- A. A leave of absence without pay of up to the minimum contract shall be granted to any teacher who joins the Peace Corps, VISTA, National Teacher Corps or serves as an exchange teacher or overseas teacher and is a full-time participant in either of such programs, or accepts a Fulbright Scholarship.
- B. An employee on tenure shall be granted a leave of absence without pay for up to one (1) year to teach in an accredited college or university.
- C. Military leave without pay shall be granted to any employee who is inducted or enlists in any branch of the armed forces of the United States for the period of said induction or initial enlistment.
- D. The Board shall grant maternity leave of absence without pay to any employee upon request in accord with the following provisions:
  1. The employee shall notify the Board within thirty (30) days of medical confirmation of pregnancy of the anticipated date of birth.
  2. The employee shall be allowed to continue normal activity as long as she is physically able to do so. If the Board believes that her performance has not noticeably declined because of her physical condition or capacity, the Board may remove the employee from her duties if:



ARTICLE XXIII

EXTENDED LEAVES OF ABSENCE

- Continued -

- (a) The employee cannot produce a certification from her physician stating she is medically able to continue.
  - (b) The Board's Chief Medical Officer and the employee's physician agree she cannot continue employment or if,
  - (c) following a difference of medical opinion between the Board's Chief Medical Officer and the employee's physician the Board may request expert consultation in which case the physicians shall agree in good faith on a third impartial physician who shall examine the employee and whose medical opinion shall be conclusive and binding on the issue of medical capacity to continue teaching.
3. The request for such leave shall include the date when such leave will be expected to conclude. The leave granted will conclude on that date unless in the discretion of the Board an additional reasonable period of time is granted upon the employee's request for reasons associated with the pregnancy of birth or for other proper cause.
4. In the case of termination of pregnancy for any reason other than normal birth, the employee shall notify the Board of such circumstances and the Board shall honor a request to return earlier than the date originally established upon receipt of medical certification by the employee's physician of physical fitness to teach.
5. All or any portion of a leave that is taken by an employee because of a medical disability connected with or resulting from her pregnancy may, at the option of the employee, be charged to her available sick leave.
6. (a) In the case of a non-tenured employee, the Board will not be required to grant or extend the leave of absence beyond the end of the school year in which the leave is begun.
- (b) In the case of a tenured employee, she may request and the Board shall agree that she return to work after the year in which the leave begins. She may return at the beginning of any of the three (3) school years following commencement of the leave provided notice is given to the Board at least four (4) months prior to the date of return.

## ARTICLE XXIII

### EXTENDED LEAVES OF ABSENCE

- Continued -

- E. A leave of absence without pay for up to one (1) year shall be granted for the purpose of caring for a sick member of the tenured employee's family. Additional leave may be granted at the discretion of the Board.
- F. Other leaves of absence without pay may be granted by the Board of good cause.
- G. 1. Upon return from a leave granted pursuant to Section A, B, and C of this article, an employee shall be considered as if he/she were actively employed by the Board during the leave and shall be placed on the salary schedule at the level he/she would have achieved if he/she had not been absent, provided, however, that time spent on said leaves shall not count toward the fulfillment of the time requirements for acquiring tenure.  
  
An employee shall not receive increment credit for time spent on a leave granted pursuant to Section D, E, F or G of this article, nor shall such time count toward the fulfillment of the time requirements for acquiring tenure.
- 2. All benefits to which an employee was entitled at the time his/her leave of absence commenced, including unused accumulated sick leave toward sabbatical eligibility, shall be restored to him/her upon return.
- H. All extensions or renewals of leaves shall be applied for and granted in writing.
- I. Nothing in this article shall be construed to give a non-tenure employee tenure.

## ARTICLE XXIV

### SABBATICAL LEAVES

- A. A sabbatical leave shall be granted to an employee by the Board for study, or for other reasons of value to the school system, contingent upon the approval of the Board of Education, subject to the following conditions:
  - 1. If there are sufficient qualified applicants, sabbatical leaves shall be granted to a minimum of two (2) employees at any one time.

## ARTICLE XXIV

### SABBATICAL LEAVES

- Continued -

2. Requests for sabbatical leave must be received by the Superintendent in writing in such form as may be mutually agreed on by the Association and the Superintendent, no later than December 1, and action must be taken on all such requests no later than April 1, of the school year preceeding the school year for which the sabbatical leave is requested.
3. The employee has completed at least seven (7) full school years of service in the Gloucester Township School District.
4. (a) An employee on sabbatical leave for one-half of a school year shall be compensated at the rate of 2/3 of the salary that he would have received if he had not been on leave.  
  
(b) An employee on sabbatical leave for a full school year shall be compensated at 3/4 of the salary that he would have received if he had not been on leave.
5. Upon return from sabbatical leave, an employee shall be placed on the salary schedule at the level which he would have achieved had he remained actively employed in the system during the period of his absence.  
  
(a) Employee shall sign a two-year contract, prior to sabbatical leave, to be fulfilled upon return from sabbatical leave.  
  
(b) Failure to fulfill contract will give the Board of Education just cause to request cancellation of the teaching certificate from the Commissioner of Education.

## ARTICLE XXV

### SUBSTITUTES

- A. Positions which are vacant because employees are temporarily absent or on leave shall, to the extent possible, be filled by personnel who have fully met the appropriate certification requirements of the New Jersey State Board of Examiners.
- B. The Board agrees at all times to maintain an adequate list of substitute employees. Employees may call a telephone answering service from 5 P.M. and until 7:00 a.m. to report unavailability for work. Once an employee has reported unavailability, it shall be the responsibility of the administration to arrange for a substitute. Substitutes shall be paid for a regular teaching day at the rates stated in the Board policy.

## ARTICLE XXV

### SUBSTITUTES

- Continued -

- C. It is desirable for each employee to have an uninterrupted preparation period each day. The practice of using a regular employee as a substitute, thereby, depriving him/her of his/her preparation period, is undesirable and should be discouraged, except in an emergency. These duties shall be distributed as equitably as possible.

## ARTICLE XXVI

### PROFESSIONAL DEVELOPMENT AND EDUCATIONAL IMPROVEMENT

A committee will be comprised of representatives from the Board and Association for the purpose of considering the concept of professional development including the provision of an in-house program with credit offered for movement on the salary guide.

## ARTICLE XXVII

### PROTECTION OF EMPLOYEES AND PROPERTY

- A. 1. Whenever any civil action has been or shall be brought against any person holding any office, position or employment under the jurisdiction of any Board of Education, including any student teacher, for any act or omission arising out of and in the course of the performance of the duties as such office, position, employment or student teaching, the Board shall defray all costs of defending such action, including reasonable counsel fees and expenses, together with costs of appeal, if any, and shall save harmless and protect such person from any financial loss resulting therefrom; and said Board may arrange for and maintain appropriate insurance to cover all such damages, losses and expenses.
2. Should any criminal action be instituted against any such person for any such act or omission and should such proceeding be dismissed or result in a final disposition in favor of such person, the Board of Education shall reimburse him/her for the cost of defending such proceeding, including reasonable counsel fees and expenses of the original hearing or trial and all appeals.
- B. 1. Employees shall immediately report cases of assault suffered by them in connection with their employment to their principal or other immediate superior.
2. Such notification shall be immediately forwarded to the Superintendent who shall comply with any reasonable request from the employee for information in the possession of the Superintendent relating to the incident or the persons involved, and shall act in appropriate ways as liaison between the teacher, the police and the courts.

## ARTICLE XXVII

### PROTECTION OF EMPLOYEES AND PROPERTY - Continued -

- C. The Board shall reimburse employees for any loss, damage or destruction of clothing or personal property of the employee while on duty in the school, on the school premises or on a school-sponsored activity, in accordance with insurance policies now in existence.

## ARTICLE XXVIII

### MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE

- A. 1. Desirable classroom control stems from an organized situation. Good classroom control is based on a sense of security on the part of the employee and the student. Employees are expected to handle their own discipline problems except in specific areas.
2. An employee most likely to have good control in a classroom will:
- (1) Plan carefully, activities for each class.
  - (2) Use all the means and skills at their command.
3. Office cases are as follows:
- (1) Truancy
  - (2) Insolence and insubordination
  - (3) Fighting
  - (4) Destroying school property
  - (5) Absenteeism
  - (6) Failure of pupil to abide by employee's decision.
- B. Never send a student to the office without a description of the problem. All other items, other than those listed above, should be handled by the classroom employee in the usual routine manner.
- C. There should be no mass punishments given and no writing of sentences or excessive words. If necessary, parents should be contacted immediately concerning discipline problems.
- D. Conferences between parents and employees should be encouraged at all times with the following kept in mind when the same problem is involved:
- 1st Conference - - Employee and parent
  - 2nd Conference - - Employee, parent and principal
  - 3rd Conference - - Employee, parent, principal and Superintendent

## ARTICLE XXVIII

### MAINTENANCE OF CLASSROOM CONTROL AND DISCIPLINE

- Continued -

#### E. Suspensions

This action can only be taken by the building principal. By following the listed procedures below it is hoped that many problems can be solved. However, every effort should be made to avoid this action when possible.

1st Suspension - Suspended for a minimum of one full school day and remain out until parent returns with child for conference with principal.

2nd Suspension - Suspended for a minimum of three days. Parent to return with child for conference with principal. A notification to Superintendent as a point of information. An effort to be made by the building principal to have both parents present.

3rd Suspension - Child suspended for one week. Parent to return to school for conference with principal and Superintendent.

4th Suspension - Since this is an indefinite period of suspension, notice of charges will be made to the student, explanation of the evidence and an opportunity to present his side of the incident. If a student is suspended as a result of this hearing, the Superintendent will be notified in order to schedule a formal hearing with parents, child, principal, and any other staff person needed. This will take place before the ten day period lapses. At this meeting, parents and student will be notified that subsequent suspensions may be taken before the Board of Education for action and possible expulsion from school.

## ARTICLE XXIX

### INSURANCE PROTECTION

A. The Board of Education shall provide a plan of insurance for all employees as designated below:

1. Through the New Jersey Public and School Employees Health Benefits Plan, or a mutually agreeable plan with equal or better coverage, the following combination coverage:

(a) Basic Plan - Blue Cross/Blue Shield - Rider "J".

(b) Major Medical carried by Prudential Insurance Company.

## ARTICLE XXIX

### INSURANCE PROTECTION

- Continued -

2. When the employee is covered by a medical surgical plan and that plan is paid for by other than the Board of Education, the employee may elect to carry an income protection insurance plan provided by the Washington National Insurance Company, (handled as a NJEA Group Policy).
- B. For each employee who remains in the employ of the Board of Education for the full school year, the Board shall make payment of insurance premium to provide insurance coverage for the full twelve (12) month period beginning September 1st and ending August 31st. Payments are to be made to assure uninterrupted coverage.
- C. Payments for medical/surgical insurance coverage of the employee as a fringe benefit will be paid by the Board of Education in accordance with the following schedule:
  1. Single Employee - Full premium will be paid for single coverage of the employee.
  2. Employee's Dependents - Full premiums will be paid to the State Health Benefits Plan for the dependents of all employees. Dependent is defined by the carrier in the State Health Benefits Plan.
  3. "Over 65" Employee - Full premium will be paid by the Board of Education for coverage in the Blue Cross/Blue Shield - Rider "J" and Major Medical Insurance Plans as established for that age group, and as detailed in the specification of the State Health Benefits Program. The employee will be refunded semi-annually for the fee that he/she pays for his/her Medicare Insurance.
- D. Income Protection Insurance may be selected by the employee as a fringe benefit if he/she has Medical/Surgical Insurance coverage and agrees to the stipulations for participation in the plan as established by the carrier. The Board of Education shall pay the premium for Class III of Income Protection Plan I as provided by the Washington National Insurance Company.
- E. The Board of Education shall make available descriptive information on all insurance plans covered in this Article.

## ARTICLE XXX

### PERSONAL AND ACADEMIC FREEDOM

- A. Freedom of individual conscience, association and expression will be encouraged and fairness in procedures will be observed, both to safeguard the legitimate interests of the schools and to exhibit, by appropriate examples, the basic objectives of a democratic society.

ARTICLE XXX

PERSONAL AND ACADEMIC FREEDOM

- Continued -

- B. Employees shall be entitled to full rights of citizenship, and no religious or political activities of an employee or the lack thereof shall be grounds for any discipline or discrimination with respect to the professional employment of such employee, providing said activities do not violate any local, state or federal law.
- C. The Board and the Association agree that academic freedom is essential to the fulfillment of the purposes of the Gloucester Township School District, and they acknowledge the fundamental need to protect employees from any censorship or restraint which might interfere with their obligations to pursue truth in the performance of their teaching functions.

ARTICLE XXXI

PRESCRIPTION AND DENTAL PLAN  
PROGRAM AND IMPLEMENTATION

- A. Beginning with the 81-82 school year the Board will provide a fully funded prescription program as it currently exists for the 80-81 school year.
- B. Effective July 1, 1982, the Board will provide an employee dental program based on coverage at \$100 per employee will purchase as of June 1, 1981.

ARTICLE XXXII

MANAGEMENT RIGHTS CLAUSE

Except as modified by the specific provisions of the contract all of the powers, rights prerogatives, duties, responsibilities and authority that the Board had prior to the signing of this agreement are retained by the Board and the Board shall retain the unrestricted right to:

- 1. Direct the work of its employees.
- 2. Hire, promote, demote, transfer, assign, evaluate, terminate and retain employees in positions in the school district.
- 3. Suspend or discharge employees for a reasonable cause.
- 4. Maintain the efficiency of the school district operation.



ARTICLE XXXII

MANAGEMENT RIGHTS CLAUSE

- Continued -

5. Relieve employees from duties because of lack of work or for other legitimate reasons.
6. Take actions as may be necessary to carry out the mission of the school district in emergencies.
7. Determine the methods, means and personnel by which school district operations are to be carried out.

ARTICLE XXXIII

WORK CONTINUITY CLAUSE

During the term of this agreement, the parties agree that there will be no work stoppages on the part of the employee organization or its members and no lock-outs on the part of the employer during the full term of this agreement.

ARTICLE XXXIV

MISCELLANEOUS PROVISION

- A. The Board and the GTEA agree to the commitments contained herein.
- B. If any provision of this agreement or any application of this agreement to any employee or group of employees is held to be contrary to law, then such provision or application shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.
- C. Any individual contract between the Board and an individual employee, heretofore, or hereafter, executed shall be consistent with the terms and conditions of this agreement.
- D. The Board and the Association agree that there shall be no discrimination, and that all practices, procedures and policies of the school system shall be in accordance with existing Statutes and Federal Law.
- E. Copies of this agreement shall be printed at equal expense of the Board and the GTEA within ninety (90) days after the agreement is signed and presented to all persons now employed, hereafter employed or considered for employment by the Board.
- F. Due to differences in teaching techniques, there are certain materials an employee may need to develop lessons to their fullest with the children. A fund in an amount not to exceed fifteen dollars (\$15.00) for all teachers and specialists shall be provided by the Board for each teacher and specialist in Gloucester Township.

ARTICLE XXXIV

MISCELLANEOUS PROVISION

- Continued -

- G. Whenever any notice is required to be given by either of the parties to this agreement to the other, pursuant to the provision(s) of this agreement, either party shall do so by telegram or registered letter at the following addresses:
1. If by Association, to Board at -  
  
Superintendent  
Board of Education  
17 Erial Road, Blenheim  
R. D. #1, Box 440G  
Blackwood, New Jersey 08012
  2. If by Board to Association at -  
  
President of the Association  
At his/her respective building
- H. The parties agree, as long as negotiations are proceeding profitably, that the only publicity accorded the negotiations by the parties will consist of a joint press release or, in the event the parties are unable to agree upon wording, a joint press release stating that "no progress has been made".
- I. The parties agree to follow the procedures outlined in the agreement and to use no other channels to resolve any question or proposal until the procedures within this agreement are fully exhausted, as long as negotiations are continuing.

ARTICLE XXXV

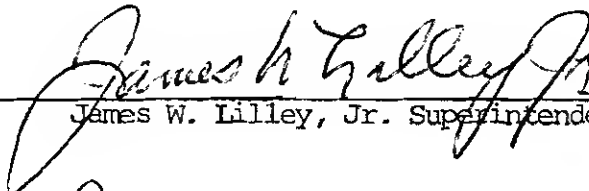
DURATION OF AGREEMENT


This agreement shall be in full force and effect from July 1, 1981 to June 30, 1984. For the 83-84 school year, each party will be allowed to reopen one article.

GLOUCESTER TOWNSHIP BOARD OF EDUCATION


BY:

  
R. John Custodio, President

  
James W. Lilley, Jr. Superintendent

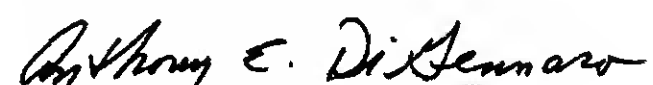
  
Robert A. Suessmuth, Chief Negotiator

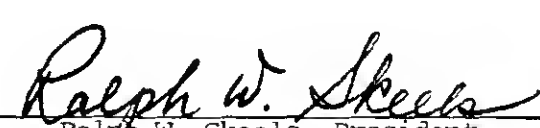
ATTEST:

  
Ralph H. Carter, Jr., Board Secretary/  
Business Administrator

GLOUCESTER TOWNSHIP EDUCATION ASSOCIATION

BY:

  
Anthony DiGennaro, Chief Negotiator

  
Ralph W. Skeels, President

	Non-Degree	Bachelors Degree 128 Cr.	Bachelors Degree + 15 Cr.	Bachelors Degree + 30 Cr.	Masters Degree	Masters Degree + 15 Cr.	Masters Degree + 30 Cr.
1		12,300	12,800	13,300	13,500	14,500	15,300
2		12,430	12,925	13,420	14,070	14,765	15,460
3		12,650	13,145	13,640	14,345	15,040	15,735
4		13,035	13,530	14,025	14,670	15,365	16,065
5		13,475	13,970	14,465	15,111	15,805	16,500
6		14,080	14,575	15,070	15,710	16,405	17,100
7	14,740.	14,850	15,345	15,840	16,480	17,175	17,870
8		15,565	16,060	16,555	17,190	17,885	18,580
9		16,390	16,885	17,380	18,010	18,705	19,400
10		17,160	17,655	18,150	18,780	19,470	20,170
11		17,930	18,425	18,920	19,545	20,240	20,930
12		18,700	19,195	19,690	20,310	21,000	21,695
13		19,580	20,075	20,570	21,190	21,880	22,570

Any employee at the 13th step in 80-81 will receive an addition \$825 beyond the scale above.

Any employee above the 13th year in 80-81 will receive the % increase indicated below each column based on the longevity step of 80-81 salary guide. 10% 10% 10% 9.5% 9.4% 9.3%



~~1982-1983~~  
Non-Degree

Bachelors Degree 128 Cr. . . . . Bachelors Degree + 15 Cr. . . . . Bachelors Degree + 30 Cr. . . . . Masters Degree + 15 Cr. . . . . Masters Degree + 30 Cr.

1							
2		13,365	13,970	14,505	15,200	15,960	16,730
3		13,585	14,190	14,725	15,475	16,240	17,005
4		13,825	14,435	14,975	15,780	16,545	17,310
5		14,245	14,855	15,395	16,140	16,900	17,670
6		14,730	15,340	15,880	16,620	17,385	18,150
7		15,390	16,000	16,540	17,280	18,045	18,810
8	16,100	16,230	16,850	17,385	18,130	18,895	19,660
9		17,010	17,630	18,170	18,900	19,675	20,440
10		17,915	18,540	19,075	19,810	20,575	21,340
11		18,755	19,385	19,920	20,660	21,420	22,190
12		19,600	20,230	20,765	21,500	22,265	23,025
13		20,440	21,075	21,610	22,340	23,100	23,865

Any employee at the 13th year in 81-82 will receive an additional \$970 beyond the scale above.

Any employee above the 13th year in 81-82 will receive the % increase indicated below each column based on the longevity step of the 81-82 salary guide.

9.3%

9.7%

9.8%

10%



SCHEDULE B - EXTRA CURRICULAR COMPENSATION

	<u>81-82</u>	<u>82-83</u>
Dramatics	\$500	\$550
Student Government	500	550
Library	765	840
Safety Patrol	500	550
Choral Music	500	550
Instrumental Music	500	550
Girls Intramurals	\$1,315	\$1,445
Boys Intramurals	\$1,315	\$1,445
Art	500	550

SCHEDULE C - EXTRA DUTY COMPENSTION

Head Teacher	600	660
Core Leader	600	660
"CEECP"Coordinator	\$2,000	\$2,220
A-V Coordinator	\$2,305	\$2,535

SCHEDULE D SPECIAL EDUCATION

\$300 above the regular step on the salary guide.

SCHEDULE E - BEDSIDE & SUPPLEMENTAL INSTRUCTION

81-82 = \$8.80 per hour

82-83 = \$9.70 per hour